

**Class PA310**  
**Date 062209**

Pg/ Slide #		Revision
<i>OLD</i>	<i>NEW</i>	<i>Student Guide</i>
Pg 16	Pg 16	Typo on “Date Type 02” – Agency Hire DaRe to <u>Date</u>
Pg 29	Pg 29	Only keep screen shot. Delete wording underneath - it already exists in its proper order on page 35.
Pg 40	Pg 40	Last paragraph changing to: “If employee is returning within 5 years, the sick leave quota will still be active in the system. However, in the future, if the employee returns <i>after</i> 5 years, then the re-instating agency will need to delimit the “old” sick leave quota to a date before the re-instatement date (obviously this won’t be an issue for several more years).
Pg. 41	Pg 41	Procedural change: text change for Cost distribution Infotype 0027: Change text from: “During a Reinstatement Action, you will be presented with the Cost Distribution Infotype (0027). In this case, you will delimit the infotype because... revert back to the position.” TO “During a Reinstatement Action, the Cost Distribution Infotype 0027 will automatically be delimited from the system.”
Pg 57	Pg 57	Change the amount in the Exercise box (salary adj – funds avail) from \$1500 to \$1000 – so that SG matches EG.
Pgs 57, 60	Pgs 57, 60	The text at the bottom of these pages is reversed – change to match the particular exercises.
Pg 60	Pg 60	In the Exercise 3.4 box, change the dollar amount from \$1000 to \$1500 to match the EG.
Pg 61, 110, 111	Pg 61, 62, 63	Insert pages 110 and 111 to right before Page 61. These are the introductory pages to the current Page 61, and included in the objectives of this section.

**Class PA310**  
**Date 062209**

<b>Pg/ Slide #</b>		<b>Revision</b>
<b>OLD</b>	<b>NEW</b>	
		<b><i>Exercise Guide &amp; Instructor Guide</i></b>
Pg 47	Pg 47	In the Annual Salary block, delete the second repeated sentence, "Add \$4000 to current salary."
Pg 50	Pg 50	Under Part III, delete the repeated paragraph, "NOTE: If the PCR results in moving the employee item one payroll type... Contact BEST." It exists already at the top of the page.

**Class PA310**  
**Date 062209**

<b>Pg/ Slide #</b>		<b>Revision</b>
<b>OLD</b>	<b>NEW</b>	
		<b><i>Data Sets</i></b>
Pg 3	Pg 3	Change in Exercise 3.4: Employee's name should change from "Nicole Ahrens" to "Emily Stafford" to match the SG example. Also, Personnel Numbers need to change FROM the range of 80000186-80000205 TO the range of 80000206-80000225.